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Office of the President

10 January 2005

MEMORANDUM NO. 6

Series of 2005


T O: All Concerned

R E: CY 2005 Budget Deliberation

You are requested to attend the deliberation on the CY 2005 budget per attached schedule at the OVPAF Conference Room. Please bring five (5) copies of the department/center program of expenditures taking into consideration the mandatory requirements for the year. Likewise, please submit the projected income and direct expenses of the unit. All requests for funding from income shall be prioritized.

Please be informed that the CY 2005 is reduced by 10% compared to the CY 2004 re-enacted budget. You are therefore enjoined to prepare an austerity plan to ensure that all programmed expenditures can be covered by our appropriation and income.

Your presence is earnestly requested.


PACIENCIA P. MILAN
President

SCHEDULE OF BUDGET DELIBERATION

<u>Date</u>	<u>Time</u>	<u>Department/Office/Center</u>
January 13, 2005 Morning	8:30 – 9:00	✓ College of Environmental & Agricultural Technology – Alang-alang
	9:00 – 9:30	✓ College of Agri-Industrial Technology – Isabel
	9:30 – 10:00	✓ College of Fisheries - Tolosa
	10:00 – 10:30	✓ College of Education & Agricultural Technology - Villaba
	10:30 – 11:30	✗ Office of the Vice President for Research & Extension (REPO, RETD, SDMU, VICARP)
Afternoon	1:00 – 1:20	✗ Farm and Resource Management Institute
	1:20 – 2:00	✗ National Abaca Research Center
	2:00 – 2:40	✗ National Coconut Research Center – Visayas
	2:40 – 3:20	✗ Philippine Root Crops Research and Training Center
	3:20 – 3:40	✗ Radio Station - DYAC
January 14, 2005 Morning	8:00 – 9:15	✗ College of Agriculture (DAS, DASS, DDC, DFCS, DGRPB, DOH, DPM, ISRDS)
	9:15 – 10:15	✗ College of Arts & Sciences (DBS, DLABS, DMPS, DoPAC, ITE)
	10:15 – 11:15	✗ College of Eng'g & Agri-Industries (DAE, DCST, DFST, DE, DBM)
	11:15 – 12:00	✗ College of Education (Includes Laboratory High School)
Afternoon	1:30 – 2:00	✗ College of Forestry
	2:00 – 2:30	✗ College of Veterinary Medicine
	2:30 – 2:50	✗ Institute of Human Kinetics
	2:50 – 3:00	✗ Office of the Vice President for Academic Affairs
	3:00 – 3:20	✗ Office of the Dean of Graduate School & LSU-Open U
	3:20 – 3:40	✗ ODCIMD, MMDC, and ONSTP
	3:40 – 3:55	✗ Office of the University Registrar
	3:55 – 4:15	✗ Office of the Dean of Students, Admissions Office
	4:15 – 4:30	✗ University Library